

# MINUTES

Approved:

3-12-18

MEETING OF: HISTORIC PRESERVATION COMMISSION  
SPECIAL MEETING  
DATE OF MEETING: August 21, 2017  
TIME OF MEETING: 3:30 PM  
PLACE OF MEETING: Georgina Cole Library Community Room

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## CALL TO ORDER:

Vice Chair Geldner called to order at 3:44 p. m.

## ROLL CALL:

Present: Commissioners Geldner, Boone, Bender  
Absent: Commissioner Nelson  
Staff Present: Suzanne Smithson, Deputy Library Director

## Discussion on the Cultural Resource Guidelines:

The Commissioners discussed the Draft Carlsbad Tribal, Cultural, and Paleontological Resources Guidelines. They summarized their recommendations in five bullet points:

- The HPC should/will be notified when a decision to prepare an EIR is issued. We believe the CEQA term of art for this step in the process is "Notice of Preparation". The earliest possible notification to the Commission regarding sensitive projects will allow the Commission to fully research each project and fulfill their charted duty to advise the Planning Commission and the City Council on these projects. (Section 5.1 last paragraph)
- HPC will be notified on all non-confidential updates of the sensitivity models. (Section 6.5)
- The commission suggests a flow chart in the appendix that outlines the entire process including decision points and when the Commission will be notified.